



DEPARTMENT OF THE ARMY
HEADQUARTERS, EIGHTEENTH MEDICAL COMMAND
UNIT #15281
APO AP 96205-0054

REPLY TO
ATTENTION OF:

EAMC-L-LO (40)

16 OCT 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum Number 22, Establishment of the 16th Medical Logistics Battalion as the Primary Source of Supply for Medical Materiel

1. Purpose. The purpose of this policy is to outline the procedures to support and establish the 16th Medical Logistics Battalion (MEDLOG) as the primary source of supply for pharmaceuticals and medical materiel for all units assigned or attached to the 18th Medical Command (MEDCOM). These procedures are designed to improve readiness, reduce risk associated with transition to hostilities, and facilitate maximum availability of medical materiel for USFK and deploying units.
2. Application. This policy is applicable to all military personnel and civilian employees involved with the acquisition or management of medical materiel in support of the 18th MEDCOM's patient care mission during armistice.
3. Execution. This policy is effective upon signature of the Commander, 18th MEDCOM. The action office for establishment and review of this policy is the DCSLOG, 18th MEDCOM.
4. Definitions.
 - a. Medical Materiel. Medical and dental supplies/equipment with a Materiel Category Structure Code of "C" are considered medical materiel. Examples of medical materiel includes: pharmaceuticals, surgical instruments, bandages, dental burs, x-ray film, and lab reagents.
 - b. Prime Vendor Reach-Back. A procedure and automation process that enables Prime Vendor materiel to be directly delivered to the requesting facility for medical materiel not available at the 16th MEDLOG.
5. Deployment.
 - a. General. Effective upon signature of this policy memorandum, routine government credit card and local purchase of pharmaceutical and medical materiel are only authorized by the 16th MEDLOG. The attending physician or the Chief, 121st General Hospital Pharmacy may grant approval for emergency procurement of medical materiel by organizations other than the 16th MEDLOG when materiel is not available at

the 16th MEDLOG or when materiel arrival will not meet the documented urgent need. Emergency procurements will be documented and reported to the 16th MEDLOG within 15 days of the procurement.

b. Pharmaceuticals. During the course of fiscal year 2002, the 121st General Hospital (GH) Pharmacy will be established as a direct customer of the 16th MEDLOG and will use the 16th MEDLOG as the primary source of supply for pharmaceutical materiel that is stocked by the 16th MEDLOG. Once the order-ship-time (OST), date of receipt minus date of request, for 16th MEDLOG stocked items, averages 5.5 days for the 121st GH Pharmacy, the 121st GH Pharmacy will use Prime Vendor Reach-Back procedures. In effect the 121st GH Pharmacy will use the 16th MEDLOG for all routine pharmaceutical requests. OST for the 121st GH Pharmacy will be determined using the receipt and request dates from the 121 Hospital Pharmacy's Defense Medical Logistics Standard Support (DMLSS) system. Additionally, radio frequency (RF) tags may be used to verify pharmaceutical delivery dates from the 16th MEDLOG to the 121st GH Pharmacy.

c. Systems. 18th MEDCOM units shall only use Department of the Army approved logistics systems such as TAMMIS, DMLSS, and TCAM or may use manual methods as described in AR 710-2 series to manage medical materiel.

6. Responsibilities.

a. The 18th MEDCOM DCSLOG:

- (1) Will monitor the implementation and development of this project.
- (2) Will audit progress on a monthly basis to determine compliance, obsolescence, waste, and potential for expansion.
- (3) Ensure that neither military readiness nor patient care is compromised.
- (4) Will research and coordinate hardware and software installation requirements to establish, maintain and enforce this policy.

b. The 16th MEDLOG:

- (1) Will establish the 121st GH Pharmacy as a direct customer and receive and issue pharmacy requested materiel to the 121st GH Pharmacy.
- (2) Will stock pharmaceutical materiel that incurs six requests within a 12-month period.

(3) Will utilize the Defense Logistics Agency (DLA) Prime Vendor Contracts as their primary source of supply for pharmaceutical and medical surgical materiel.

(4) Will utilize Prime Vendor Reach-Back procedures for the 121st GH Pharmacy when a monthly average of 5.5 days OST is achieved for pharmaceutical stocked materiel.

(5) Substitute materiel in kind using prime vendor equivalents unless explicitly requested by their customers not to substitute the materiel requested.

(6) Take action to effect standardization of materiel when duplicate items are identified. Provide representation to the 18th MEDCOM Standardization Committee and recommend candidates for standardization.

(7) Provide local purchase support to 18th MEDCOM units for procurement of pharmaceuticals and medical materiel.

c. All 18th MEDCOM units (minus the 121st General Hospital Pharmacy) requiring pharmaceutical and medical materiel will establish an account with the 16th MEDLOG and request all pharmaceutical and medical materiel from the 16th MEDLOG.

d. The 121st General Hospital Pharmacy:

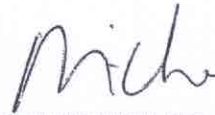
(1) Will establish an account with the 16th MEDLOG and request pharmaceutical materiel stocked at the 16th MEDLOG.

(2) Will order all routine pharmaceuticals from the 16th MEDLOG using Prime Vendor Reach-Back procedures once the 16th MEDLOG's OST averages 5.5 days. May retain the DLA Prime Vendor Contract under the purview of the Prime Vendor Reach Back process.

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7. The point of contact for this memorandum is the Chief, Logistics Operations Division, Deputy Chief of Staff for Logistics, 18th MEDCOM at 736-4079.



PHILIP VOLPE
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